



**Employee Onboarding Program
30-day Check-in Questionnaire**

1. So far, is the job what you expected it to be? Are you feeling challenged by the position, or are you already feeling bored? Are you being pushed out of your comfort zone so that you are learning new things, or are stagnating?

2. Do you feel you have the information, tools and resources you need to do your job successfully? Are you feeling welcomed by other staff?

3. Are you experiencing any challenges in particular that I can assist you with?

4. Are you feeling comfortable within the organization in general? Do you feel like you have a good understanding of your role within the organization?

5. Do you feel you are able to be productive and effective in your position? Can you discuss why or why not?

6. Is there any specific training that you feel you need to be successful?

7. How are things going with your onboarding partner? Do you think the pairing is a good “fit” so far? Why or why not? Is there any way the onboarding process could be improved?

8. Do you feel you are receiving enough feedback and assistance from me? Are you finding the onboarding plan helpful in assisting you in meeting various milestones for the job?
